

**BY ORDER OF THE COMMANDER
932D AIRLIFT WING**

932 AIRLIFT WING INSTRUCTION 21-102

16 AUGUST 2011



Maintenance

***FUNCTIONAL CHECK FLIGHT (FCF),
OPERATIONAL CHECK FLIGHT (OCF),
AND HIGH SPEED TAXI (HST)
PROCEDURES***

COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

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This instruction implements Air Force Policy Directive (AFPD) 21-1, *Air and Space Maintenance*. This instruction extends the guidance of Air Force Instruction (AFI) 21-101, *Aircraft and Equipment Maintenance Management*, AFI 11-2VIPV3, *VIP Operations Procedures*, AFI 11-202V3, *General Flight Rules*, and AFI 11-401, *Aviation Management*. It extends guidance and procedures outlined in Technical Order (T.O.) 00-20-1, *Aerospace Equipment Maintenance Inspection, Documentation, Policies, and Procedures*, T.O. 1-1-300, *Acceptance/Functional Check Flight and Maintenance Operational Checks*, C-40B/C *Functional Checkflight Manual*, and T.O. 1C-9A-6CL-1, *Acceptance and Functional Check Flight Checklist*. It prescribes procedures for functional check flights (FCF), operational check flights (OCF), and high speed taxi (HST) of aircraft assigned to the 932d Airlift Wing (AW) ; applies to all 932 AW personnel required to perform, support, or supervise FCFs, OCFs, and HSTs. Refer recommended changes and questions about this publication to the Office of Primary Responsibility (OPR) using the AF Form 847, *Recommendation for Change of Publication*; route AF Form 847s from the field through Major Command (MAJCOM) publications/forms managers. Ensure that all records created as a result of processes prescribed in this publication are maintained in accordance with Air Force Manual (AFMAN) 33-363, *Management of Records*, and disposed of in accordance with Air Force Records Information Management System (AFRIMS) Records Disposition Schedule (RDS) located at <https://www.mv.af.mil/gcss-af61a/afirms/afirms/>. The use of the name or mark of any specific manufacturer, commercial product, commodity, or service in this publication does not imply endorsement by the Air Force

1. General: Per T.O. 1-1-300, any operational check of an aircraft system that requires higher than normal taxiway speeds will be treated as an FCF.

2. Responsibilities: The following is a list of responsibilities in addition to AFI 21-101 requirements:

2.1. Maintenance Squadron will accomplish the following for 932 AW aircraft:

2.1.1. The Production Superintendent will:

2.1.1.1. Inform Quality Assurance (QA) FCF manager and Plans, Scheduling, and Documentation (PS&D) of FCF/OCF/HST requirements.

2.1.1.2. Review the aircraft forms for proper documentation.

2.1.2. Ensure required Dash 21 equipment is onboard.

2.1.3. Inform QA when the aircraft is configured for flight.

2.1.4. Ensure the appropriate personnel and supervisors are available for the pre-FCF briefing to the FCF aircrew.

2.2. PS&D will schedule the affected aircraft for the FCF/OCF/HST on the daily flying schedule when notified by the QA FCF manager.

2.3. The QA FCF manager will:

2.3.1. Inform Maintenance Operations Center (MOC), FCF Officer in Charge (OIC), and wing safety that an FCF/OCF/HST is required.

2.3.2. Brief the aircrew, on the reason for the FCF/OCF/HST and any special requirements to be accomplished in accordance with (IAW) Attachment 2 of this AWI.

2.3.3. Maintain a continuity binder that has all FCF/OCF/HST applicable paperwork on file for a minimum of two years.

2.3.4. Provide the original FCF/OCF/HST Briefing Checklist (Attachment 2) to PS&D to file in the aircraft jacket historical file.

2.4. FCF OICs will:

2.4.1. Maintain a copy of FCF aircrew member certification letters and waivers, and forward copies to the QA FCF manager .

2.4.2. Upon notification from QA, initiate contact with 932d Operations Support Flight (932 OSF/OSO Wing Current Operations) to coordinate aircraft and aircrew scheduling.

2.4.3. Contact 73d and 54th Airlift Squadron Director of Operations (73AS/DO and 54AS/DO) to ensure qualified crew are scheduled to fly. Aircraft commander will be designated on respective C-9/C-40 FCF Pilot Appointment letter.

2.5. Tasked FCF pilots will:

2.5.1. Review all governing directives and corresponding supplements prior to flight, to include:

2.5.1.1. AFI 11-401, *Aviation Management*

2.5.1.2. AFI 11-202V3, *General Flight Rules*

- 2.5.1.3. AFI 11-2VIPV3, *VIP Operations Procedures*
- 2.5.1.4. AFI 21-101, *Aircraft and Equipment Maintenance Management*
- 2.5.1.5. T.O. 1-1-300, *Acceptance/Functional Check Flight and Maintenance*
- 2.5.1.6. Applicable Flight Manuals and -6 T.O.s
- 2.5.2. Review the FCF/OCF/HST Briefing Checklist (Attachment 2) for the affected aircraft prior to the briefing.
- 2.5.3. Conduct the FCF/OCF/HST.
- 2.5.4. After flight report to Maintenance Operations Center (MOC) for debrief, and report all aspects of the affected systems and aircraft performance.
- 2.5.5. Complete the required AFTO Form 781s and FCF/OCF/HST Briefing Checklist (Attachment 2).
- 2.5.6. When operational requirements dictate, the 932 OG/CC may authorize waivers for aircrew qualification. A copy of the waiver will be forwarded to QA FCF manager.
- 2.5.7. The FCF crew complement is normally comprised of two FCF qualified pilots and a crewmember for in-flight observation and operations checks.

3. FCF Pilot Selection:

3.1. The 73d and 54th Airlift Squadron Standardization and Evaluation (73AS/DOV and 54AS/DOV), 73AS/DO, 54AS/DO and 932 Operations Group Standardization and Evaluation (OG/OGV) jointly recommends potential FCF pilots to the 932 OG/CC. The 932 OG/CC authorizes FCF training. Once training is complete, the 932 OG/CC will sign an updated FCF pilot appointment letter. The most current appointment letter is maintained by 932 OG/OGV. FCF Certifications will be documented and maintained on squadron letters of Xs, in accordance with AFI 11-202 v2, *Aircrew Standardization/Evaluation Program*.

4. FCF Pilot Training Requirements:

4.1. FCF Training Requirements and Restrictions are detailed in AFI 11-2VIPV3.

WILLIAM H. EDWARDS, Colonel, USAFR
Commander

Attachment 1**GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION*****References***

AFI 11-2VIPV3, *VIP Operations Procedures*, 12 February 2010
AFI 11-202V2, *Aircrew Standardization/Evaluation Program*, 13 September 2010
AFI 11-202V3, *General Flight Rules*, 22 October 2010
AFI 11-401, *Aviation Management*, 10 December 2010
AFI 21-101 AFRC Sup, *Aircraft and Equipment Maintenance Management*, 13 January 2011
AFMAN 33-363, *Management of Records*, 01 March 2008
AFPD 21-1, *Air and Space Maintenance*, 25 February 2003
C-40 B/C *Functional Checkflight Manual*, 15 April 2005
T.O. 00-20-1, *Aerospace Equipment Maintenance Inspection, Documentation, Policies, and Procedures*, 01 September 2010
T.O. 1-1-300, *Maintenance Operational Checks and Check Flights*, 14 November 2007
T.O. 1C-9A-6CL-1, *Acceptance and Functional Check Flight Checklist*, 15 October 1996

Adopted Forms

AFTO Form 781, *ARMS Aircrew/Mission Flight Data Document*
AF IMT 847, *Recommendation for Change of Publication*

Abbreviations and Acronyms

AF IMT—Air Force Information Management Tool
AFI—Air Force Instruction
AFMAN—Air Force Manual
AFPD—Air Force Policy Directive
AFRIMS—Air Force Records Information Management System
AFTO—Air Force Technical Order
ARMS—Air Force Resource Management System
AS/DO—Airlift Squadron Director of Operations
AS/DOT—Airlift Squadron Director of Training
AS/DOV—Airlift Squadron Standardization and Evaluation
AW—Airlift Wing
AWI—Airlift Wing Instruction
CSM—Command Support Mission

FCF—Functional Check Flight

HST—High Speed Taxi

IAW—In Accordance With

IMT—Information Management Tool

MAJCOM—Major Command

MOC—Maintenance Operations Center

MXG—Maintenance Group

OCF—Operational Check Flight

OG/CC—Operations Group Commander

OGV/CC—Operations Vice Group Commander

OIC—Officer in Charge

OPR—Office of Primary Responsibility

OSF/OSO—Operations Support Flight/Wing Current Operations

PDM—Program Depot Maintenance

PS&D—Plans, Scheduling, and Documentation

QA—Quality Assurance

RCN—Report Control Number

RDS—Records Disposition Table

SAM—Special Air Mission

T.O.—Technical Order

Attachment 2

FCF/OCF/HST BRIEFING CHECKLIST

FCF/OCF/HST BRIEFING CHECKLIST	
AIRCRAFT TAIL NUMBER: RCN#: FCF/OCF Briefer:	DATE:
1. Purpose of Flight:	
2. Previous maintenance discrepancies on the aircraft and the system or equipment related to the check flight:	
3. Profile required for flight:	
FCF/OCF Discrepancies:	
Aircraft Commander:	
Debriefing:	
FCF/OCF Released: YES/NO Release Authority:	